

Num: 8/19/16 (GLEWOOD)

#46059

8/19/2016

Date: 8/18/16

Date:

$$\begin{array}{r} \text{GLCWOODS-10-MIS} = 233.96 \\ 9218-100 = 34.02 \\ \hline \$267.98 \end{array}$$

$$\begin{array}{r} 203 \cdot 96 \\ 30 \cdot 00 \\ 34 \cdot 02 \\ \hline 267 \cdot 98 \end{array}$$

**Valerie M. Kraemer**

**From:** Dan S. Duchniak  
**Sent:** Thursday, August 18, 2016 1:53 PM  
**To:** Valerie M. Kraemer  
**Subject:** FW: Mileage for trip to Oak Creek Water Utility facility

#46059

Please reimburse.

Thanks.

Daniel S. Duchniak, P.E.  
General Manager  
Waukesha Water Utility  
P.O. Box 1648  
Waukesha, WI 53187-1648  
**(262) 409-4440 Direct Dial**  
(262) 521-5272 – General Number  
(262) 521-5265 fax  
[<mailto:dduchniak@waukesha-water.com>](mailto:dduchniak@waukesha-water.com)

---

**From:** Mayor Shawn Reilly [<mailto:sreilly@ci.waukesha.wi.us>]  
**Sent:** Thursday, August 18, 2016 9:45 AM  
**To:** Dan S. Duchniak  
**Subject:** Mileage for trip to Oak Creek Water Utility facility

Dan;

My mileage was 63 miles. It is more than the others would be because I also drove to and from the treatment plant.

**Shawn N. Reilly, Mayor**

City of Waukesha  
City Hall  
201 Delafield Street  
Waukesha, WI 53188  
262-524-3697  
[sreilly@ci.waukesha.wi.us](mailto:sreilly@ci.waukesha.wi.us)

The City of Waukesha is subject to Wisconsin Statute 19.35. Unless otherwise exempted from the public record law, we presume that e-mail is subject to release upon request.

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63 • x  
0 • 54 =  
34 • 02 + y of Waukesha e-mail should  
s retention requirements.  
34 • 02 \* sha should be presumed to be a  
subject to public disclosure  
0 • 00 \* is email, please do not read it or

834.02 mileage

9218-100

**Valerie M. Kraemer**

---

**From:** Dan S. Duchniak  
**Sent:** Thursday, August 18, 2016 1:54 PM  
**To:** Valerie M. Kraemer  
**Subject:** FW: EarlyBird Confirmation - B8B87F

#46059

This one too.

Daniel S. Duchniak, P.E.  
General Manager  
Waukesha Water Utility  
P.O. Box 1648  
Waukesha, WI 53187-1648  
**(262) 409-4440 Direct Dial**  
(262) 521-5272 – General Number  
(262) 521-5265 fax  
[<mailto:dduchniak@waukesha-water.com>](mailto:dduchniak@waukesha-water.com)

---

**From:** Mayor Shawn Reilly [<mailto:sreilly@ci.waukesha.wi.us>]  
**Sent:** Thursday, August 18, 2016 10:08 AM  
**To:** Dan S. Duchniak  
**Subject:** FW: EarlyBird Confirmation - B8B87F

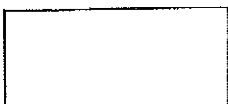
OK – it will be 2 emails. Here is my early bird check in cost.

**Shawn N. Reilly, Mayor**  
City of Waukesha  
City Hall  
201 Delafield Street  
Waukesha, WI 53188  
262-524-3697  
[sreilly@ci.waukesha.wi.us](mailto:sreilly@ci.waukesha.wi.us)

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---

**From:** Southwest Airlines [<mailto:SouthwestAirlines@luv.southwest.com>]  
**Sent:** Thursday, August 18, 2016 9:58 AM  
**To:** Mayor Shawn Reilly  
**Subject:** EarlyBird Confirmation - B8B87F



[Log in](#) | [View my itinerary](#)

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[Hotel Deals](#)

[Car Deals](#)

[EarlyBird FAQs](#)

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See [Southwest Airlines Co. Notice of Incorporation](#)

Southwest Airlines  
P.O. Box 36647-1CR  
Dallas, TX 75235

[Contact Us](#)

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**Valerie M. Kraemer**

---

**From:** Dan S. Duchniak  
**Sent:** Thursday, August 18, 2016 1:54 PM  
**To:** Valerie M. Kraemer  
**Subject:** FW: Flight reservation (B8B87F) | 07SEP16 | MKE-DCA | Reilly/Shawn

And this one.

# 46059

Daniel S. Duchniak, P.E.  
General Manager  
Waukesha Water Utility  
P.O. Box 1648  
Waukesha, WI 53187-1648  
**(262) 409-4440 Direct Dial**  
(262) 521-5272 – General Number  
(262) 521-5265 fax  
<<mailto:dduchniak@waukesha-water.com>>

---

**From:** Mayor Shawn Reilly [<mailto:sreilly@ci.waukesha.wi.us>]  
**Sent:** Thursday, August 18, 2016 10:16 AM  
**To:** Dan S. Duchniak  
**Subject:** FW: Flight reservation (B8B87F) | 07SEP16 | MKE-DCA | Reilly/Shawn

Dan;

Here is the cost of the flight. \$203.96. Flight to/from D.C. for Milwaukee night and meeting with Senators and Congressman.

I also had the \$30.00 charge for early check in. (prior email)

And I have the mileage for going to/from the Oak Creek water facility: My mileage was 63 miles. It is more than the others would be because I also drove to and from the treatment plant.

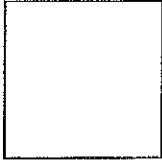
**Shawn N. Reilly, Mayor**

City of Waukesha  
City Hall  
201 Delafield Street  
Waukesha, WI 53188  
262-524-3697  
[sreilly@ci.waukesha.wi.us](mailto:sreilly@ci.waukesha.wi.us)

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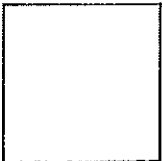
**From:** Southwest Airlines [<mailto:SouthwestAirlines@luv.southwest.com>]  
**Sent:** Thursday, August 18, 2016 10:03 AM



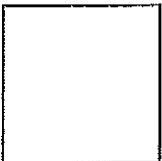
**Bags fly free®:** First and second checked bags. Weight and size limits apply. One small bag and one personal item are permitted as carryon items, free of charge.



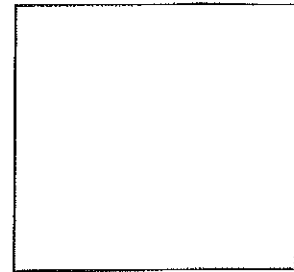
**30 minutes before departure:** We encourage you to arrive in the gate area no later than 30 minutes prior to your flight's scheduled departure as we may begin boarding as early as 30 minutes before your flight.



**10 minutes before departure:** You must obtain your boarding pass(es) and be in the gate area for boarding at least 10 minutes prior to your flight's scheduled departure time. If not, Southwest may cancel your reserved space and you will not be eligible for denied boarding compensation.



**If you do not plan to travel on your flight:** In accordance with Southwest's No Show Policy, you must notify Southwest at least 10 minutes prior to your flight's scheduled departure if you do not plan to travel on the flight. If not, Southwest will cancel your reservation and all funds will be forfeited.



Air Cost: 203.96

Fare Rule(s): 5262439100170: NONREF/NONTRANSFERABLE/STANDBY REQ UPGRADE TO Y.

Valid only on Southwest Airlines. All travel involving funds from this Confirmation Number must be completed by the expiration date. Unused travel funds may only be applied toward the purchase of future travel for the individual named on the ticket. Any changes to this itinerary may result in a fare increase. Failure to cancel reservations for a Wanna Get Away fare segment at least 10 minutes prior to travel will result in the forfeiture of all remaining unused funds.

GUCW0002-  
10-MIS

Federal Funding

MKE WN WAS81.75NZNUNNR WN MKE81.75NZNUNNR 163.50 END  
ZPMKEDCA XFMKE4.5DCA4.5 AY11.20\$MKE5.60 DCA5.60

☐ Learn about our boarding process

☐ Learn about inflight WiFi & entertainment

### Cost and Payment Summary

☐ AIR - B8B87F

Base Fare	\$ 163.50	<b>Payment Information</b>
Excise Taxes	\$ 12.26	Payment Type: Visa XXXXXXXXXXXX1320
Segment Fee	\$ 8.00	Date: Aug 18, 2016
Passenger Facility Charge	\$ 9.00	Payment Amount: \$203.96
September 11th Security Fee	\$ 11.20	

Num: 9/13/16 (GLEW0002)

# 46059

9/13/2016

Date: 9/13/16

Date:

**Valerie M. Kraemer**

**From:** Dan S. Duchniak  
**Sent:** Tuesday, September 13, 2016 1:28 PM  
**To:** Valerie M. Kraemer  
**Subject:** Fwd: Mileage and expenses for trip to DC 9/ and 9/8  
**Attachments:** 20160913123343844.pdf; ATT00001.htm

Please process.

Thanks

Daniel S. Duchniak, P.E.  
General Manager  
Waukesha Water Utility  
P.O. Box 1648  
Waukesha, WI 53187-1648  
(262) 409-4440 Direct Dial  
(262) 521-5272 General Number  
(262) 521-5265 fax  
<<mailto:dduchniak@waukesha-water.com>>

Begin forwarded message:

**From:** Mayor Shawn Reilly <[sreilly@ci.waukesha.wi.us](mailto:sreilly@ci.waukesha.wi.us)>  
**Date:** September 13, 2016 at 12:43:50 PM CDT  
**To:** "Dan Duchniak ([dduchniak@waukesha-water.com](mailto:dduchniak@waukesha-water.com))" <[dduchniak@waukesha-water.com](mailto:dduchniak@waukesha-water.com)>  
**Subject:** Mileage and expenses for trip to DC 9/ and 9/8

Dan;

Attached are receipts for parking (\$26.00) and for a coffee (\$2.63) at the DC airport.

My mileage was 52 miles.  $\times .54 = 28.08$

I received the other checks (for flight and for seat upgrade).

Shawn N. Reilly, Mayor  
City of Waukesha  
City Hall  
201 Delafield Street  
Waukesha, WI 53188  
262-524-3697  
[sreilly@ci.waukesha.wi.us](mailto:sreilly@ci.waukesha.wi.us)

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0.00	*
52.	x
0.54	=
28.08	+
28.08	*
0.00	*
2.89	+
26.00	+
28.08	+
56.97	*
0.00	*



Clho Express Walkthrough Market  
Washington Reagan Airport Term A  
OTG Management

95015 NCR12

2082 SEP08'16 1:08PM

1 DUNKIN DONUTS	2.63
Food	2.63
TAX	0.26
AMOUNT PAID	2.89
Cash	100.00
CHANGE DUE	97.11

Thank you.....  
We want your feedback!  
Please Call (866) 508-3558  
or visit [www.anOTGexperience.com](http://www.anOTGexperience.com)

GENERAL MITCHELL  
INTERNATIONAL AIRPORT  
5300 SOUTH HOWELL AVE.  
MILWAUKEE, WI  
EXIT PLAZA LANE 5

Rcpt#349083

09/08/16 15:28 C#35 A# 1 Txn#366374

09/07/16 06:33 In 09/08/16 15:28 Out

Tkt# 213482

DAILY 2015 \$ 26.00

Total Fee \$ 26.00

VISA CARD \$ 26.00

XXXXXXXXXX1320

Approval No.:04991C

Reference No.:00000475

Change Due \$ 0.00

THANK YOU

AND

DRIVE CAREFULLY

SEP+ PARKING

4-4-747-4561

GLCW0002-10-MIS

# Expense Reimbursement Request Form

Num: 12/5/16 (GLCSD001)

Requested By:

Shawn Reilly

#46059

Request Date:

12/5/2016

Expenses	Date Incurred	Nature of Expense				Amount	Account#
		TOTAL EXPENSE REIMBURSEMENT REQUESTED				0.00	

Mileage	Date Incurred	Destination From/To:	Purpose	Miles	IRS Mileage Rate	Amount	Account#
	12/2/2016	CH2M Hill	GLW Negotiations	24	0.54	12.96	GLCSD001-
					0.54	-	10-MIS
					0.54	-	
					0.54	-	
					0.54	-	
					0.54	-	
					0.54	-	
					0.54	-	
			Total Miles:	24			
	TOTAL MILEAGE REIMBURSEMENT REQUESTED					12.96	
GRAND TOTAL REIMBURSEMENT REQUESTED						12.96	

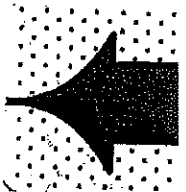
Signed See attached email

Date: 12/5/16

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Attach receipts when applicable



**Valerie M. Kraemer**

---

**From:** Dan S. Duchniak  
**Sent:** Monday, December 05, 2016 12:35 PM  
**To:** Valerie M. Kraemer  
**Subject:** RE: Mileage for Friday

It was for Great Lakes Water negotiations.

Daniel S. Duchniak, P.E.  
General Manager  
Waukesha Water Utility  
P.O. Box 1648  
Waukesha, WI 53187-1648  
**(262) 409-4440 Direct Dial**  
(262) 521-5272 – General Number  
(262) 521-5265 fax  
[<mailto:dduchniak@waukesha-water.com>](mailto:dduchniak@waukesha-water.com)

#46059

Shawn Kelly

GLCS D001-10-MIS

\$12.96

---

**From:** Valerie M. Kraemer  
**Sent:** Monday, December 05, 2016 12:12 PM  
**To:** Dan S. Duchniak  
**Subject:** RE: Mileage for Friday

Mileage

Okay – do you know would this be just general travel expense or is it related to the Great Lakes/Future Water Supply? If FWS, what is it for?

Let me know.

Thank you,  
Valerie

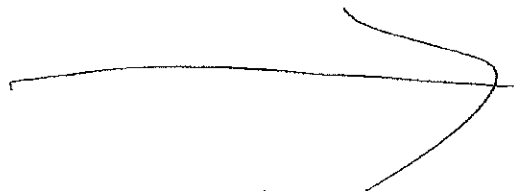
---

**From:** Dan S. Duchniak  
**Sent:** Monday, December 05, 2016 11:52 AM  
**To:** Valerie M. Kraemer  
**Subject:** FW: Mileage for Friday

Can you please process this for reimbursement?

Thanks.

Daniel S. Duchniak, P.E.  
General Manager  
Waukesha Water Utility  
P.O. Box 1648  
Waukesha, WI 53187-1648  
**(262) 409-4440 Direct Dial**



521-5272 – General Number  
2) 521-5265 fax  
<mailto:dduchniak@waukesha-water.com>>

---

**From:** Mayor Shawn Reilly [<mailto:sreilly@ci.waukesha.wi.us>]  
**Sent:** Monday, December 05, 2016 11:48 AM  
**To:** Dan S. Duchniak  
**Subject:** Mileage for Friday

Dan;

Please have your office provide reimbursement for my mileage on Friday Dec. 2<sup>nd</sup> to go to CH2M.

Total miles was 24 miles.

$24 \times .54 = \$12.96$

Thanks.

Mayor Shawn Reilly

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# Expense Reimbursement Request Form

Num: 12/16/16 (GLCW0002)

Requested By: Shawn Reilly

#46059

Request Date:

12/16/2016

Expenses		Nature of Expense				Amount	Account#
12/16/2016	Parking for DNR trip					3.60	GLCW0002 10-MIS
TOTAL EXPENSE REIMBURSEMENT REQUESTED						3.60	

Mileage		Destination From/To:	Purpose	Miles	IRS Mileage Rate	Amount	Account#
12/16/2016	Mileage to/from DNR			127	0.54	68.58	GLCW0002 10-MIS
					0.54	-	
					0.54	-	
					0.54	-	
					0.54	-	
					0.54	-	
					0.54	-	
Total Miles:				127			
TOTAL MILEAGE REIMBURSEMENT REQUESTED						68.58	
GRAND TOTAL REIMBURSEMENT REQUESTED						72.18	

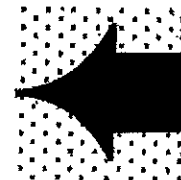
Signed: See attached email

Date: 12/16/16

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Attach receipts when applicable



36.09 RF  
36.09 WS

Valerie M. Kraemer

**From:** Dan S. Duchniak  
**Sent:** Friday, December 16, 2016 2:23 PM  
**To:** Valerie M. Kraemer  
**Subject:** Fwd: mileage and parking cost for trip to DNR on 12/16/16  
**Attachments:** 20161216141733275.pdf; ATT00001.htm

Please process.

Thanks!

Daniel S. Duchniak, P.E.  
General Manager  
Waukesha Water Utility  
P.O. Box 1648  
Waukesha, WI 53187-1648  
(262) 409-4440 Direct Dial  
(262) 521-5272 General Number  
(262) 521-5265 fax  
<<mailto:dduchniak@waukesha-water.com>>

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*If you are not an intended recipient, you are hereby notified that any disclosure, copying, distribution or use of any information in this message is strictly prohibited. If you have received this message in error please notify me via e-mail. Thank you.*

Begin forwarded message:

**From:** Mayor Shawn Reilly <[sreilly@ci.waukesha.wi.us](mailto:sreilly@ci.waukesha.wi.us)>  
**Date:** December 16, 2016 at 2:17:47 PM CST  
**To:** "Dan Duchniak ([dduchniak@waukesha-water.com](mailto:dduchniak@waukesha-water.com))" <[dduchniak@waukesha-water.com](mailto:dduchniak@waukesha-water.com)>  
**Subject:** mileage and parking cost for trip to DNR on 12/16/16

Dan;

The meeting with the DNR went well.

My mileage was 127 miles and parking was \$3.60.

Shawn

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BRAYTON LOT  
CITY OF MADISON  
PARKING UTILITY  
RECEIPT K91

ENTRY TIME:  
12/16/14 09:17  
EXIT TIME:  
12/16/14 10:53  
PARK-DUR.: HRS:MIN  
0:01:36  
AMOUNT:  
\$ 3.80

KIND OF PAYMENT:  
CREDITCARD

THANK YOU  
HAVE A NICE DAY

1/20/17 (GLCW 0002)

Shawn Reilly

#46059

1/26/2017

**GRAND TOTAL REIMBURSEMENT REQUESTED 748.46**

Date: 1/26/17

Date: \_\_\_\_\_

P.O. 317100

374.23 RF  
374.23 WS



**Valerie M. Kraemer**

**From:** Dan S. Duchniak  
**Sent:** Thursday, January 26, 2017 4:19 PM  
**To:** Valerie M. Kraemer  
**Subject:** FW: Expenses for trip to DC on January 25, 2017  
**Attachments:** 20170126155117554.pdf; Airfare to DC January 25 2017.pdf

Please process for reimbursement.

Thanks!

Daniel S. Duchniak, P.E.  
General Manager  
Waukesha Water Utility  
P.O. Box 1648  
Waukesha, WI 53187-1648  
(262) 409-4440 Direct Dial  
(262) 521-5272 – General Number  
(262) 521-5265 fax  
<<mailto:dduchniak@waukesha-water.com>>

GLC W0002-10-MIS

-----Original Message-----

**From:** Mayor Shawn Reilly [<mailto:sreilly@ci.waukesha.wi.us>]  
**Sent:** Thursday, January 26, 2017 4:18 PM  
**To:** Dan S. Duchniak  
**Subject:** Expenses for trip to DC on January 25, 2017

Dan;

My expenses for travelling to DC include; 1)mileage 49 miles  $\times .535/\text{mile} = \$26.22$   
2) Parking \$13.00  
3)Airfare United - \$350.80  
4)Airfare SouthWest - \$358.44 -

Shawn N. Reilly, Mayor  
City of Waukesha  
City Hall  
201 Delafield Street  
Waukesha, WI 53188  
262-524-3697  
[sreilly@ci.waukesha.wi.us](mailto:sreilly@ci.waukesha.wi.us)

0.00	*
26.22	+
13.00	+
350.80	+
358.44	+
748.46	*

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49 miles

GENERAL MITCHELL  
INTERNATIONAL AIRPORT  
5300 SOUTH HOWELL AVE.  
MILWAUKEE, WI  
EXIT PLAZA LANE 4

Rcpt#355478

01/25/17 22:03 L#84 AIL 1 Txn#367454  
01/25/17 05:03 In 01/25/17 22:03 Out

Tkt# 740774

DAILY 2016 \$ 13.00

Total Fee \$ 13.00

VISA CARD \$ 13.00

XXXXXXXXXXXX1320

Approval No.:05791C

Reference No.:00000738

Change Due \$ 0.00

THANK YOU

AND

DRIVE CAREFULLY

SP+ PARKING

414-747-4561

Water Utility

## Mayor Shawn Reilly

**From:** United Airlines, Inc. <unitedairlines@united.com>  
**Sent:** Thursday, January 19, 2017 9:44 AM  
**To:** Mayor Shawn Reilly  
**Subject:** eTicket Itinerary and Receipt for Confirmation IXV086

## Receipt for confirmation IXV086



A STAR ALLIANCE MEMBER

[United logo link to home page](#)

Confirmation:

**IXV086**

[Check-In >](#)

Issue Date: January 19, 2017

### TRAVELER INFORMATION

Traveler  
REILLY/SHAWNOLAN

eTicket Number

0162332750922

Frequent Flyer Number

Seats

9C/---

### FLIGHT INFORMATION

Day, Date	Flight	Class	Departure City and Time	Arrival City and Time	Aircraft	Meal
Wed 25 JAN 17	UA3778	E	MILWAUKEE WI (MKE) 6:00 AM	CLEVELAND OH (CLE) 8:25 AM	ERJ-145	
Flight operated by EXPRESSJET AIRLINES INC. doing business as UNITED EXPRESS.						
Wed 25 JAN 17	UA3865	E	CLEVELAND OH (CLE) 8:55 AM	WASHINGTON DC (DCA - NATIONAL) 10:19 AM	ERJ-145	
Flight operated by EXPRESSJET AIRLINES INC. doing business as UNITED EXPRESS.						

### FARE INFORMATION

Fare Breakdown

Form of Payment:

VISA

Last Four Digits 1320

Airfare:

305.12

**eTicket Total:**

**350.80**

**USD**

The airfare you paid on this itinerary totals: 305.12 USD

The taxes, fees, and surcharges paid total: 45.68 USD

**Fare Rules:**

Additional charges may apply for changes in addition to any fare rules listed.

REFUNDABLE

**Baggage allowance and charges for this itinerary.**

Baggage fees are per traveler

Origin and destination for checked baggage	1 <sup>st</sup> bag	2 <sup>nd</sup> bag	Maximum weight and dimensions per piece of baggage
			Max wt / dlm per piece
1/25/2017 Milwaukee, WI (MKE) to Washington, DC (DCA - National)	25.00 USD	35.00 USD	50.0lbs (23.0kg) - 62.0in (157.0cm)

**Important Information about MileagePlus Earning**

## Mayor Shawn Reilly

**From:** Southwest Airlines <SouthwestAirlines@luv.southwest.com>  
**Sent:** Thursday, January 19, 2017 9:51 AM  
**To:** Mayor Shawn Reilly  
**Subject:** Flight reservation (5ZR7S5) | 25JAN17 | DCA-MKE | Reilly/Shawn Nolan

Thanks for choosing Southwest® for your trip.

 [Log in](#) | [View my itinerary](#)

# Southwest

Check In  
Online

Check Flight  
Status

Change  
Flight

Special  
Offers

Hotel  
Offers

Car  
Offers

## Ready for takeoff!



Thanks for choosing Southwest® for your trip. You'll find everything you need to know about your reservation below. Happy travels!

**Upcoming Trip:** 01/25/17 - Milwaukee



**Air Itinerary**

**AIR Confirmation:** 5ZR7S5

Confirmation Date: 01/19/2017

Passenger(s)	Rapid Rewards #	Ticket #	Expiration	Est. Points Earned
REILLY/SHAWN NO LAN	471960926	5262480566741	Jan 19, 2018	3843

Rapid Rewards points earned are only estimates. Visit your (MySouthwest, Southwest.com or Rapid Rewards) account for the most accurate totals - including A-List & A-List Preferred bonus points.

Date	Flight	Business Select	Departure/Arrival
------	--------	-----------------	-------------------

Wed Jan 25

1495



Depart WASHINGTON (REAGAN NATIONAL) DC (DCA) on Southwest Airlines  
ARRIVE MILWAUKEE (MKE) at 9:50 AM  
Travel Time 2 hrs 10 mins  
Business Select



**Bags fly free®:** First and second checked bags. Weight and size limits apply. One small bag and one personal item are permitted as carryon items, free of charge.



**30 minutes before departure:** We encourage you to arrive in the gate area no later than 30 minutes prior to your flight's scheduled departure as we may begin boarding as early as 30 minutes before your flight.

## SAVE UP TO 35%.

Plus get up to 4x  
Rapid Rewards® points.



## Hertz



### Add a hotel

- ✓ Earn Rapid Rewards® points
- ✓ Best rate guarantee
- ✓ Free cancellation

**Book a hotel >**



### Add a rental car

- ✓ Earn Rapid Rewards® points
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- ✓ Free cancellation

**Book a car >**

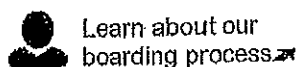
**L** 10 minutes before departure: You must obtain your boarding pass(es) and be in the gate area for boarding at least 10 minutes prior to your flight's scheduled departure time. If not, Southwest may cancel your reserved space and you will not be eligible for denied boarding compensation.

**i** If you do not plan to travel on your flight: In accordance with Southwest's No Show Policy, you must notify Southwest at least 10 minutes prior to your flight's scheduled departure if you do not plan to travel on the flight. If not, Southwest will cancel your reservation and all funds will be forfeited.

Air Cost: 358.44

Fare Rule(s): 5262480566741: NONTRANSFERABLE.  
Valid only on Southwest Airlines. All travel involving funds from this Confirmation Number must be completed by the expiration date. Unused travel funds may only be applied toward the purchase of future travel for the individual named on the ticket. Any changes to this itinerary may result in a fare increase.

WAS WN MKE320.22KZBP 320.22 END ZPDCA XFDCA4.5 AY5.60\$DCA5.60



Learn about our  
boarding process.



Learn about inflight  
WiFi & entertainment.

## Cost and Payment Summary

**AIR - 5ZR7S5**

Base Fare	\$ 320.22	<b>Payment Information</b>
Excise Taxes	\$ 24.02	Payment Type: Visa XXXXXXXXXXXX1320
Segment Fee	\$ 4.10	Date: Jan 19, 2017
Passenger Facility Charge	\$ 4.60	Payment Amount: \$358.44
September 11th Security Fee	\$ 5.60	

**Total Air Cost**

**Travel more  
for less.**

Exclusive deals for your  
favorite destinations.

**Sign up and save >**

**Southwest**  
Rapid Rewards

✓ Unlimited reward seats  
✓ No blackout dates  
✓ Redeem for international  
flights and more

**Enroll now >**

# Expense Reimbursement Request Form

Requested By: Mayor Reilly

Request Date:

3/21/17  
3/21/2017

46059

Expenses		Date Incurred		Nature of Expense		Amount	Account#
		3/20/2017		Parking fee for Chicago GL Water Hearing		7.00	GLCXXXX4
TOTAL EXPENSE REIMBURSEMENT REQUESTED						7.00	

Mileage		Date Incurred	Destination From/To:	Purpose	Miles	IRS Mileage Rate	Amount	Account#
		3/20/2017	Waukegan to Train Station and back	GL Water Hearings	46	0.535	24.61	
						0.535	-	
						0.535	-	
						0.535	-	
						0.535	-	
						0.535	-	
						0.535	-	
Total Miles:					46			
TOTAL MILEAGE REIMBURSEMENT REQUESTED							24.61	
GRAND TOTAL REIMBURSEMENT REQUESTED							31.61	

Signed

Date:

Approved:

Date:

Attach receipts when applicable

15.81 RF  
15.81 WS

Lynn,

The Mayor would like to be reimbursed for his 46 miles to Chicago on March 20, 2017 for the Water hearing. He would also like reimbursement for the \$7 for parking (receipt below). Thank you!

Rebecca VanRegenmorter

GENERAL MITCHELL INTERNATIONAL AIRPORT  
TRAIN STATION PARKING LOT  
5300 S. HOWELL AVE.  
MILWAUKEE, WI 53207

Rcpt# 1076  
03/20/17 18:38 L#32 A# 1 Txn# 3018  
03/20/17 08:03 In 03/20/17 18:38 out  
Tkt# 344451  
RAIL 2015 2 \$ 7.00  
Total Fee \$ 7.00  
VISA CARD \$ 7.00-  
XXXXXXXXXXXX1320  
Approval No.:05277C  
Reference No.:00000118  
Change Due \$ 0.00

*46 miles*

THANK YOU  
AND  
DRIVE CAREFULLY  
SP+ PARKING  
414-747-4561



Num: 4/24/17 (GLCW0004)

#46059

4/24/2017

6.69 WS

M. Kraemer

From: Dan S. Duchniak  
Sent: Monday, April 24, 2017 12:37 PM  
To: Valerie M. Kraemer  
Subject: FW: mileage to Matty's on 4/17 and mileage to Meadows (Franksville) on 4/14/17

Please process, but double check to see if we reimbursed him already for either of these.

Thanks,

Daniel S. Duchniak, P.E.  
General Manager  
Waukesha Water Utility  
P.O. Box 1648  
Waukesha, WI 53187-1648  
**(262) 409-4440 Direct Dial**  
(262) 521-5272 – General Number  
(262) 521-5265 fax  
[<mailto:dduchniak@waukesha-water.com>](mailto:dduchniak@waukesha-water.com)

Using Great Lakes Water the Right Way  
Great Water Alliance works to create a safe and sustainable supply of clean drinking water  
Click here to learn more: [www.greatwateralliance.com](http://www.greatwateralliance.com)

From: Mayor Shawn Reilly [<mailto:sreilly@waukesha-wi.gov>]  
Sent: Monday, April 24, 2017 12:36 PM  
To: Dan S. Duchniak  
Subject: mileage to Matty's on 4/17 and mileage to Meadows (Franksville) on 4/14/17

Dan;

I do not think I asked for reimbursement for my trips to Matty's (in New Berlin) on 4/17 or my trip to the Meadows restaurant on 4/14.

Round trip mileage to the Meadows was 75 miles.

Round trip mileage to Matty's was 25 miles.

(New Berlin)

Please have your staff double check that I have not already requested reimbursement for either of these trips.

Shawn Reilly  
Mayor  
City of Waukesha  
P: 262-524-3697  
[sreilly@waukesha-wi.gov](mailto:sreilly@waukesha-wi.gov)  
[www.waukesha-wi.gov](http://www.waukesha-wi.gov)



4/14 70.00 \*  
0.535 \*  
37.45 +  
37.45 \*  
0.00 \*  
25.00 \*  
4/17 0.535 \*  
13.38 +  
13.38 \*  
0.00 \*  
37.45 +  
13.38 +  
50.83 \*  
0.00 \*

Total

For Meadows (Racine)

Use 70 miles per Dan's email 4/25/17

Num: 5/1/17 (GLCW0007)

#46059

5/1/2017

Signed

See email attached

Date:

5115

Approved:

DRBAM

Date:

5/10/17

**Valerie M. Kraemer**




---

**From:** Mayor Shawn Reilly <sreilly@waukesha-wi.gov>  
**Sent:** Monday, May 01, 2017 10:44 AM  
**To:** Valerie M. Kraemer  
**Subject:** RE: mileage to Matty's on 4/17 and mileage to Meadows (Franksville) on 4/14/17

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Airfare of \$251.88 is round trip.

**Shawn Reilly**

Mayor  
City of Waukesha  
P:262-524-3697  
[sreilly@waukesha-wi.gov](mailto:sreilly@waukesha-wi.gov)  
[www.waukesha-wi.gov](http://www.waukesha-wi.gov)  
  

My e-mail address has changed. Please update my e-mail address to [sreilly@waukesha-wi.gov](mailto:sreilly@waukesha-wi.gov).

---

**From:** Valerie M. Kraemer [mailto:VKraemer@waukesha-water.com]  
**Sent:** Monday, May 01, 2017 8:53 AM  
**To:** Mayor Shawn Reilly <sreilly@waukesha-wi.gov>  
**Cc:** Dan S. Duchniak <DDuchniak@waukesha-water.com>  
**Subject:** RE: mileage to Matty's on 4/17 and mileage to Meadows (Franksville) on 4/14/17

Good morning Mayor Reilly,

You can cash the check. You had previously submitted the mileage for 4/14/17, but had not been reimbursed. So it's all good to go.

Regarding your DC trip on 4/26/17 – is the airfare total \$251.88 round trip or did you have separate charges for the flight there and back? I know Southwest books these separately, so I just want to confirm.

Let me know.

Thank you,  
Valerie

Valerie M. Kraemer  
Accounting  
Waukesha Water Utility  
P.O. Box 1648  
Waukesha, WI 53187-1648  
Main: (262) 521-5272  
Fax: (262) 521-5265  
Direct: (262) 409-4425  
E-mail: [vkraemer@waukesha-water.com](mailto:vkraemer@waukesha-water.com)

Use  
GLEWOOD  
Per DS  
5/10/17  
Fin Plng.

Airlines at 8:50 PM  
Arrive in Milwaukee, WI (MKE) at 10:00 PM

Travel Time  
2 h 10 m

Price: \$15.00 per person, one-way  
**Total Cost: \$30.00**

Let me know if you want the print off of the charges.

**Shawn Reilly**

Mayor

City of Waukesha

P:262-524-3697

[sreilly@waukesha-wi.gov](mailto:sreilly@waukesha-wi.gov)

[www.waukesha-wi.gov](http://www.waukesha-wi.gov)



My e-mail address has changed. Please update my e-mail address to [sreilly@waukesha-wi.gov](mailto:sreilly@waukesha-wi.gov).

---

**From:** Valerie M. Kraemer [<mailto:VKraemer@waukesha-water.com>]

**Sent:** Friday, April 28, 2017 11:02 AM

**To:** Mayor Shawn Reilly <[sreilly@waukesha-wi.gov](mailto:sreilly@waukesha-wi.gov)>

**Cc:** Dan S. Duchniak <[DDuchniak@waukesha-water.com](mailto:DDuchniak@waukesha-water.com)>

**Subject:** RE: mileage to Matty's on 4/17 and mileage to Meadows (Franksville) on 4/14/17

Hi Mayor,

Your reimbursement check for \$50.83 [mileage for Meadows (Racine) on 4/14/17 and Matty's (New Berlin) on 4/17/17] is being sent via interoffice mail in a large envelope today.

Please let me know when you receive it.

Thank you,  
Valerie

Valerie M. Kraemer  
Accounting  
Waukesha Water Utility  
P.O. Box 1648  
Waukesha, WI 53187-1648  
Main: (262) 521-5272  
Fax: (262) 521-5265  
Direct: (262) 409-4425  
E-mail: [vkraemer@waukesha-water.com](mailto:vkraemer@waukesha-water.com)

---

**From:** Dan S. Duchniak

**Sent:** Monday, April 24, 2017 12:37 PM

**To:** Valerie M. Kraemer

**Subject:** FW: mileage to Matty's on 4/17 and mileage to Meadows (Franksville) on 4/14/17

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Num: 5/24/17 (GLCW0004)

#46059

5/26/2017

Requested By: Mayor Reilly  
Shawn Reilly

GLENN  
10-11-18

GREENWICH  
10-MIS

Date: 5/20/17

10/10/10

Date: 6/6/17

Attach receipts when applicable

12.08 RF  
12.07 WS

Reimburse mileage + parking for GL Public Relations - mtg w/ Milw Business Journal Editorial Board

RECEIPT  
City of  
Milwaukee

Stall # 1552

Expiration Date/Time

12:38 PM

MAY 25, 2017

Purchase Date/Time: 10:40am May 25, 2017

Total Due: \$2.75

Rate: \$1.50/Hr - 2Hr Max

Total Paid: \$2.75

Payment Type: Card

Ticket # 00009222

SIN #: 100007101690

Selling: City of Milwaukee

Machine Name: m-wells-jacks-joffr

\*\*\*\*\*1320, Visa

Auth #: 010101

Thank you for  
Parking with us!  
For citation issues,  
please call 414-344-0040.

PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT



Shawn Reilly

# 46059

NAME: 7/5/17 (GLCWOOD)

7/5/2017

Signed: See email attached  
Approved: [Signature]  
Attach receipts when applicable

Date: 7/5/17

Date: 7/6/17

19.53 RF  
19.53 WS

Kraemer

**Sent:**

**To:**

**Subject:**

**Attachments:**

**Follow Up Flag:**

**Flag Status:**

Dan S. Duchniak

Wednesday, July 05, 2017 2:05 PM

Valerie M. Kraemer

Fwd: mileage to/from Open Houses last Tuesday and Wednesday  
image001.gif; image002.gif; image003.png

Follow up

Flagged

Please process.

Thanks.

Daniel S. Duchniak, P.E.

General Manager

Waukesha Water Utility

P.O. Box 1648

Waukesha, WI 53187-1648

(262) 409-4440 Direct Dial

(262) 521-5272 General Number

(262) 521-5265 fax

<mailto:dduchniak@waukesha-water.com>

Using Great Lakes Water the Right Way

Great Water Alliance works to create a safe and sustainable supply of clean drinking water for Waukesha.

Click here to learn more: [www.greatwateralliance.com](http://www.greatwateralliance.com)

Begin forwarded message:

**From:** Mayor Shawn Reilly <[sreilly@waukesha-wi.gov](mailto:sreilly@waukesha-wi.gov)>

**Date:** July 5, 2017 at 2:04:50 PM CDT

**To:** "Dan Duchniak ([dduchniak@waukesha-water.com](mailto:dduchniak@waukesha-water.com))" <[dduchniak@waukesha-water.com](mailto:dduchniak@waukesha-water.com)>

**Subject:** mileage to/from Open Houses last Tuesday and Wednesday

Dan;

I drove a total of 73 miles to attend the Franklin and Muskego open houses.

Shawn Reilly

Mayor

City of Waukesha

P:262-524-3697

$73 @ 53.5 / \text{mi} = \underline{\underline{\$39.06}}$

# Expense Reimbursement Request Form

Number: 9/19/17 GLEW0006

Requested By: Shawn Reilly

#46059

Request Date:

9/19/2017

Expenses		Date Incurred		Nature of Expense		Amount	Account#
		9/14/2017		Toll fees for Water Summit (deep aquifer seminar) in Lenox, Illinois		11.15	GLEW0006-10-MIS
TOTAL EXPENSE REIMBURSEMENT REQUESTED						11.15	

Mileage		Date Incurred	Destination From/To:	Purpose	Miles	IRS Mileage Rate	Amount	Account#
		9/14/2017	Waukesha - Lenox, Illinois	Water Summit	268	0.535	143.38	GLEW0006-10-MIS
						0.535	-	
						0.535	-	
						0.535	-	
						0.535	-	
						0.535	-	
						0.535	-	
						0.535	-	
Total Miles:					268			
TOTAL MILEAGE REIMBURSEMENT REQUESTED							143.38	
GRAND TOTAL REIMBURSEMENT REQUESTED							154.53	

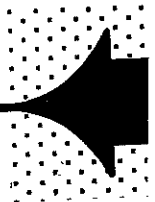
Signed See email attached

Date: 9/19/17

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Attach receipts when applicable



# Activity Details



REILLY, SHAWN  
Account Number: 113666333

Showing activity from 09/01/2017 to 09/20/2017

Transaction Date	Transaction Type	L	Amount	Agency	Posting Date	Running Balance
09/14/2017 4:11:24 PM	TOLL	Plaza-99- Waukegan- Lane 53	0.95	ILTOLL	09/14/2017 4:33:14 PM	\$23.33
09/14/2017 4:35:38 PM	REPLACEMENT TRANSPONDER	-	10.00	-	09/14/2017 4:35:38 PM	\$13.33
09/14/2017 4:35:38 PM	REPLACEMENT TRANSPONDER	-	10.00	-	09/14/2017 4:35:38 PM	\$23.33
09/14/2017 5:56:07 PM	TOLL	Plaza-99- Spring Creek- Lane 53	0.95	ILTOLL	09/14/2017 6:18:40 PM	\$22.38
09/14/2017 6:18:38 PM	TOLL	Plaza-89- Boughton Rd Mainline-Lane 53	0.95	ILTOLL	09/14/2017 6:40:17 PM	\$21.43
09/14/2017 6:27:47 PM	TOLL	Plaza-99- Spring Creek- Lane 53	1.90	ILTOLL	09/14/2017 6:49:43 PM	\$19.53
09/14/2017 9:01:43 PM	TOLL	Plaza-99- Spring Creek- Lane 53	1.90	ILTOLL	09/14/2017 9:23:00 PM	\$17.63
09/14/2017 9:11:09 PM	TOLL	Plaza-89- Boughton Rd Mainline-Lane 53	0.95	ILTOLL	09/14/2017 9:33:05 PM	\$16.68
09/14/2017 9:19:51 PM	TOLL	Plaza-52- Meyers Rd- Lane 54	0.75	ILTOLL	09/14/2017 9:40:43 PM	\$15.93
09/14/2017 9:33:34 PM	TOLL	Plaza-29- Touhy Ave- Lane 54	0.95	ILTOLL	09/14/2017 9:55:04 PM	\$14.98
09/14/2017 9:59:35 PM	TOLL	Plaza-21- Waukegan- Lane 53	1.40	ILTOLL	09/14/2017 10:21:00 PM	\$13.58

Total: \$11.15

Any questions, please call 1-800-UCI-Pass(1-800-824-7277)

**Do not pay. This is not a bill.**

Num: 10/31/17 (GEnWood)

#46059

10/31/2017

Date: 10/31/17

Date: \_\_\_\_\_

P:\Forms & Templates\FORM - expense reimbursement - EXCEL.xls

**Valerie M. Kraemer**

---

**From:** Lynn Gomez  
**Sent:** Tuesday, October 31, 2017 2:16 PM  
**To:** Valerie M. Kraemer  
**Subject:** FW: Reimbursements for Mayor  
**Attachments:** Discovery World Parking Receipt.pdf

Hi Val,

Can you set this up for reimbursement to the Mayor, Please.

Thanks!

---

**From:** Rebecca Pederson [<mailto:rpederson@waukesha-wi.gov>]  
**Sent:** Tuesday, October 31, 2017 2:15 PM  
**To:** Lynn Gomez  
**Subject:** Reimbursements for Mayor

Hi Lynn,

#46059

The Mayor needs the following reimbursed for yesterday's Milwaukee/Waukesha water announcement:

- Parking at Discovery World \$7.00 (receipt is attached)
- Parking at Harbor House \$9.00 (no receipt)
- Mileage reimbursement for 39 miles roundtrip

Thanks!

Have you signed up for What's Up In Waukesha?

**Rebecca Pederson,**

Assistant to the Mayor and City Administrator

City of Waukesha

262-524-3700

[rpederson@waukesha-wi.gov](mailto:rpederson@waukesha-wi.gov)

[www.waukesha-wi.gov](http://www.waukesha-wi.gov)



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DISCOVERY WORLD, LTD

AT

PIER WISCONSIN

500 NORTH HARBOR DR.

MILWAUKEE, WI 53202

Rcpt# 20548

10/30/17 15:12 L# 3 A# 1 Txn#160168

10/30/17 13:28 In 10/30/17 15:12 Out

Tkt# 628058

Fee .....	1	\$	7.00
Total Fee		\$	7.00
CASH PAID		\$	7.00--
Cash Tender		\$	7.00
Change Due		\$	0.00

THANK YOU

AND

HAVE A GREAT DAY!

# Expense Reimbursement Request Form

Num: 11/6/17 (GLEW0006)

Requested By:

Shawn Reilly

# 46059

Request Date:

11/6/2017

Expenses		Date Incurred	Nature of Expense			Amount	Account#
TOTAL EXPENSE REIMBURSEMENT REQUESTED						0.00	

Mileage		Date Incurred	Destination From/To:	Purpose	Miles	IRS Mileage Rate	Amount	Account#
		11/2/2017	Waukesha/Oak Creek	Mtg w/Mayor Scaffidi	54	0.535	28.89	GLEW0006-
						0.535	-	10-MIS
						0.535	-	
						0.535	-	
						0.535	-	
						0.535	-	
						0.535	-	
				Total Miles:	54			
TOTAL MILEAGE REIMBURSEMENT REQUESTED							28.89	
GRAND TOTAL REIMBURSEMENT REQUESTED							28.89	

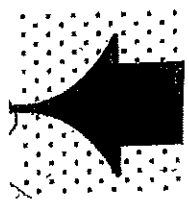
Signed See attached email

Date: 11/6/17

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Attach receipts when applicable





Lynn Gomez

**From:** Rebecca Pederson <[rpederson@waukesha-wi.gov](mailto:rpederson@waukesha-wi.gov)>  
**Sent:** Monday, November 06, 2017 9:56 AM  
**To:** Lynn Gomez  
**Subject:** Mileage Reimbursement for Mayor

Lynn,

The Mayor would like to be reimbursed for 54 miles for last Thursday, November 2<sup>nd</sup>. He drove to Oak Creek to meet with former Mayor Scaffidi.

Thanks!

Have you signed up for What's Up In Waukesha?

Rebecca Pederson

Assistant to the Mayor and City Administrator

City of Waukesha

262-524-3700

[rpederson@waukesha-wi.gov](mailto:rpederson@waukesha-wi.gov)

[www.waukesha-wi.gov](http://www.waukesha-wi.gov)



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54 • x  
0 • 535 =  
28 • 89 +

by: Shawn Reilly # 46059

Request Date:

1/24/18

GLEN 0086-  
10-ALLS

**Signed**

See attached

Approved:

*[Handwritten signature]*

Attach receipts when applicable

Date:

1/24/18

Date:

21/18

15.40 RF  
15.40 WS

1/24/18 from Rebecca

SP+ PARKING PAVILION  
330 KILBOURN  
330 EAST WELLS STREET  
MILWAUKEE, WI 53202  
(414) 224-8747  
Rcpt# 1871  
01/23/18 14:26 L#18 A# 1 Txn# 8099  
01/23/18 12:45 In 01/23/18 14:26 Out  
Tkt# 816107  
PEP \$ 9.00  
Total Fee \$ 9.00  
CASH PATO \$ 9.00-  
Cash Tender \$ 9.00  
Change Due \$ 0.00  
TAX INCLUDED  
THANK YOU ! DRIVE CAREFULLY

Mayor Reilly.  
parking for meeting in  
Milwaukee <sup>1/23/18</sup> with Mayor  
Barrett, Mayor Netske, and  
Gale Klappa of WE Energies  
for water project.

Also 40 miles for the  
meeting.

Val - P/z  
reimburse  
w/ PR rec.

40.00	x
0.545	=
21.80	+
21.80	*
21.80	+
9.00	+
30.80	*
0.00	*

40 mi.  
x .545  

---

21.80  
+ 9.00  

---

30.80 /ms.

Job# GLEW0006-10-MIS

Num: 2/H/18

Shawn Reilly

#46059

Request Date:

2/1/2018

6

Signed

See email attached

Date:

2/1/18

Approved:

*[Handwritten signature]*

Date:

7/15/18

Attach receipts when applicable

trans GLENWOOD - 148.02  
GLENWOOD - 148.01

☐

**30 minutes before departure:** We encourage you to arrive in the gate area no later than 30 minutes prior to your flight's scheduled departure as we may begin boarding as early as 30 minutes before your flight.

☐

**10 minutes before departure:** You must obtain your boarding pass(es) and be in the gate area for boarding at least 10 minutes prior to your flight's scheduled departure time. If not, Southwest may cancel your reserved space and you will not be eligible for denied boarding compensation.

☐

**If you do not plan to travel on your flight:** In accordance with Southwest's No Show Policy, you must notify Southwest at least 10 minutes prior to your flight's scheduled departure if you do not plan to travel on your flight. Customers who fail to cancel reservations for a Wanna Get Away fare segment at least ten (10) minutes prior to travel and who do not board the flight will be considered a no show, and all remaining unused Wanna Get Away funds will be forfeited. All remaining unused Business Select and Anytime funds will be converted to reusable travel funds. If you no show your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of reusable travel funds under the name of the traveler(s).

Need to make a change? Keep your confirmation number on record. It will be used to retrieve your reservation and apply funds to future travel.

Air Cost: 257.96

Fare Rule(s): 5261403464452: NONREFUNDABLE/NONTRANSFERABLE  
STANDBY REQ UPGRADE TO Y -BG WN

Valid only on Southwest Airlines. All travel involving funds from this Confirmation Number must be completed by the expiration date. Unused travel funds may only be applied toward the purchase of future travel for the individual named on the ticket. Any changes to this itinerary may result in a fare increase. Failure to cancel reservations for a Wanna Get Away fare segment at least 10 minutes prior to travel will result in the forfeiture of all remaining unused funds.

MKE WN WAS92.73WN MKE92.73USD185.46END ZP MKE4.20DCA4.20 XF  
MKE4.5DCA4.5

NLNUNNR  
NLNUNNR

☐ Learn about our  
boarding process

☐ Learn about inflight  
WIFI & entertainment

Rapid Rewards points earned are only estimates. Visit your (MySouthwest, Southwest.com or Rapid Rewards) account for the most accurate totals - including A-List & A-List Preferred bonus points.

Date	Flight	Departure/Arrival
Wed Jan 31	758	Depart MILWAUKEE, WI (MKE) on Southwest Airlines at 07:00 AM Arrive in WASHINGTON (REAGAN NATIONAL), DC (DCA) at 09:55 AM Travel Time 1 hrs 55 mins <u>Wanna Get Away</u>

Date	Flight	Departure/Arrival
Wed Jan 31	6934	Depart WASHINGTON (REAGAN NATIONAL), DC (DCA) on Southwest Airlines at 07:15 PM Arrive in MILWAUKEE, WI (MKE) at 08:20 PM Travel Time 2 hrs 5 mins <u>Wanna Get Away</u>

**EarlyBird Check-In®:** has been added to your itinerary. Don't worry, we'll handle check-in for you. Simply print your boarding pass or download your mobile boarding pass with your pre-assigned boarding position anytime within 24 hours of departure.

**Bags fly free®:** First and second checked bags. Weight and size limits apply. One small bag and one personal item are permitted as carryon items, free of charge.

**30 minutes before departure:** We encourage you to arrive in the gate area no later than 30 minutes prior to your flight's scheduled departure as we may begin boarding as early as 30 minutes before your flight.

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GENERAL MITCHELL  
INTERNATIONAL AIRPORT  
5300 SOUTH HOWELL AVE  
MILWAUKEE, WI  
EXIT PLAZA LANE 7

Rcpt#1328786

01/31/18 20:25 L#87 A# 1 Txn#383197

01/31/18 05:44 In 01/31/18 20:25 Out

Tkt# 978188

DAILY 2018 \$ 13.00

Total Fee \$ 13.00

VISA CARD \$ 13.00

XXXXXXXXXXXX1320

Approval No. 1045170

Reference No. 401

Change Due \$ 0.00

THANK YOU

AND

DRIVE CAREFULLY

MAKE PARKING

414-747-4561

## Expense Reimbursement Request Form

Requested By: Shawn Reilly

#46059

Request Date:

2/16/2018

Expenses		Date Incurred	Nature of Expense			Amount	Account#
TOTAL EXPENSE REIMBURSEMENT REQUESTED						0.00	

Mileage		Date Incurred	Destination From/To:	Purpose	Miles	2018 IRS Mileage Rate	Amount	Account#
		2/12/2018	West Allis Open House	GL	30	0.545	16.35	GLEW006
		2/15/2018	New Berlin Open House	GL	16	0.545	8.72	10-MIS
						0.545	-	
						0.545	-	
						0.545	-	
						0.545	-	
						0.545	-	
Total Miles:					46			
TOTAL MILEAGE REIMBURSEMENT REQUESTED							25.07	
GRAND TOTAL REIMBURSEMENT REQUESTED							25.07	

Signed

See attached email

Date:

2/16/18

Approved:

Date:

Attach receipts when applicable





Valerie M. Kraemer

From: Dan S. Duchniak  
Sent: Thursday, May 03, 2018 11:57 AM  
To: Valerie M. Kraemer  
Subject: FW: Cost of Flight for D.C. trip  
Attachments: 20180430141313200.pdf; expenses Washington trip May 1 & 2 2018.pdf

Please reimburse the mayor for his expenses.

Thanks.

Daniel S. Duchniak, P.E.

General Manager

Waukesha Water Utility | P. O. Box 1648 | Waukesha, Wisconsin 53187-1648 | (262) 521-5272 | (262) 409-4440 | 6 (262) 521-5265 | [dduchniak@waukesha-water.com](mailto:dduchniak@waukesha-water.com) | [www.waukesha-water.com](http://www.waukesha-water.com)

Using Great Lakes Water the Right Way Great Water Alliance works to create a safe and sustainable supply of clean drinking water for Waukesha.

Click here to learn more: [www.greatwateralliance.com](http://www.greatwateralliance.com)

-----Original Message-----

From: Mayor Shawn Reilly [<mailto:sreilly@waukesha-wi.gov>]

Sent: Thursday, May 03, 2018 11:52 AM

To: Dan S. Duchniak

Subject: FW: Cost of Flight for D.C. trip

Dan;

Here are my personal expenses for trip to DC on May 1 & 2.

The city credit card was used for the hotel and for a cab ride.

My total out of pocket is the plane at \$523.46 and the attached expenses of \$84.59 and then my mileage of 42 miles.

22.89

Shawn Reilly

Mayor

City of Waukesha

P:262-524-3697

[sreilly@waukesha-wi.gov](mailto:sreilly@waukesha-wi.gov)

[www.waukesha-wi.gov](http://www.waukesha-wi.gov)

My e-mail address has changed. Please update my e-mail address to [sreilly@waukesha-wi.gov](mailto:sreilly@waukesha-wi.gov).

-----Original Message-----

From: Mayor Shawn Reilly

Sent: Monday, April 30, 2018 2:04 PM

chniak (dduchniak@waukesha-water.com) <dduchniak@waukesha-water.com>  
.. Cost of Flight for D.C. trip

#### Cost and Payment Summary

AIR - RYD9VZ

Dan;

Here is my flight cost to D.C. The attachment is from my credit card invoice and below is the breakdown of the flight cost.

I will have mileage, transportation, food and parking costs. I will send those on to you after I am back. The City Credit card paid for the hotel. Seems fair to leave that on the city credit card but I can have those charges sent over to you if you want me to.

Base Fare \$446.57  
Excise Taxes \$33.49  
September 11th Security Fee \$11.20  
Segment Fee \$8.20  
Passenger Facility Charge \$9.00  
EarlyBird \$15.00

Total Air Cost \$523.46

Payment Information

Payment Type: Visa XXXXXXXXXXXX1320

Date: Apr 4, 2018

Payment Amount: \$508.46

Payment Type: Visa XXXXXXXXXXXX1320

Date: Apr 4, 2018

Payment Amount: \$15.00

> 523.46

Shawn<sup>4</sup> Reilly  
Mayor  
City of Waukesha  
P:262-524-3697  
[sreilly@waukesha-wi.gov](mailto:sreilly@waukesha-wi.gov)  
[www.waukesha-wi.gov](http://www.waukesha-wi.gov)

My e-mail address has changed. Please update my e-mail address to [sreilly@waukesha-wi.gov](mailto:sreilly@waukesha-wi.gov).

Notice: Please be aware that email sent to, or received from, the City of Waukesha should be presumed to be a public record, that it will be retained by the City as a public record, and will be subject to public disclosure under Wisconsin's open records law. If you are not the intended recipient of this email, please do not read it or forward it to another person, but notify the sender and then delete it.

\$52	3 years	\$1,880 (Savings=\$655)
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## SOUTHWEST AIRLINES RAPID REWARDS CARD SUMMARY

- $$\begin{array}{r} 1,047 \\ 987 \\ \hline 2,034 \end{array}$$

## ACCOUNT ACTIVITY

### PAYMENTS AND OTHER CREDITS

**PURCHASE**

004/02 SOUTH WYES 56261801855P681800-166-9792 FAX

04/06	USPS PO 5686400257 WÄUKESHÄ WI	24.70
-------	--------------------------------	-------

04/04 MENARDS WAUKESHA WI WAUKESHA WI 31.51

04/04/2015 10:04:15 AM SWAIFARLYBRD526980100501918001859792TX 15.00

583.46

tes  
Wednesday AM  
my credit card

OPERATED BY



FRENCH MEADOW  
MILWAUKEE INTERNATIONAL AIRPORT

71613 Shacarry

1K 3848

MAY01'18 6:14AM

1 DRNG COFFEE M... 2.99  
SUBTOTAL 2.99  
TAX 0.18  
AMOUNT PAID 3.17  
CASH 4.00  
CHANGE 0.83  
-371613 Closed MAY01 06:14AM---

WE WANT TO HEAR YOUR FEEDBACK!  
PLEASE CONTACT 1-877-672-7467  
OR CUSTOMERSERVICE@HMSHOST.COM  
TO SHARE YOUR EXPERIENCE.

STOREID: MKEFW10

our order number is 3546

Mileage 42 miles  
3.17  
22.65  
30.77  
28.00  
X.545  
822.89

\$84.59 on my card

Hotel & a cab ride  
on my city credit  
card

Lunch - Pd cash  
+ 4.00 tip

Across the Pond  
1732 Connecticut Ave NW, DC 20009

Server: gerry 05/01/2018  
Window/1 1:46 PM  
Guests: 0 20017  
Jagunitas 7.00  
Lunch Spcl 9.95  
Complete Subtotal 16.95  
Subtotal 16.95  
Tax 1.70  
Total 18.65

Balance Due 18.65  
+ 4.00  
Total Due 22.65  
Tlocaidh ar la  
Info@acrossthepond.com  
(202) 232 4800

on my credit  
card

GENERAL MITCHELL  
INTERNATIONAL AIRPORT  
5800 SOUTH HOWELL AVE.  
MILWAUKEE, WI  
EXIT PLAZA LANE 5

Receipt 18979  
05/02/18 19:53 1:05 AM 1 Txn# 25498  
05/31/18 05:57 In 05/02/18 19:58 Out  
Trk# 046898  
DAILY 2018 4 \$ 28.00  
Total Fee \$ 28.00  
VISA CARD \$ 28.00-  
XXXXXXXXXXXX1320  
Approval No. 02539C  
Reference No. 112  
Change Due \$ 0.00

THANK YOU  
AND  
DRIVE CAREFULLY  
MKE PARKING  
414-747-4561

Parking at airport

on my card

TRANSCO INC  
PHI 202-398-0500  
\*\*\*CREDIT CARD SALE\*\*\*  
Merchant ID: 348  
ENTRY METHOD:  
CONTACT CHIP  
AID: A0000000031010  
Application ID:  
CHASE VISA  
ATC: 0081  
AC: 79DAFE93BDB0E317  
TERMINAL 806  
DRIVER 91372  
CAB 8047  
PASSENGERS 1  
DATE 5/2/18 18:21  
START 15:45:39  
END 18:20:42  
TRIP 1599  
BASE RATE 1  
DISTANCE 5.83 mi  
FARE R1 \$26.39  
SUB TOTAL \$26.39  
TIP \$0.13  
SURCHARGE \$0.25  
TOTAL \$30.77  
VISA 1320  
AUTH 03080C  
\*\*\*\*\*DRIVER COPY\*\*\*\*\*  
DEHU COMPLAINTS  
LINES ITY 711  
PH: 866-484-4966  
dfhv, dc, gov  
cab ride - back to  
airport